



# Town of Monson

Massachusetts

BUILDING DEPARTMENT AND ZONING ENFORCEMENT  
110 Main Street  
Monson, MA 01057



## APPLICATION FOR REQUIRED INSPECTION

DATE:  
PREMISE NAME:  
PREMISE ADDRESS:  
OWNER(S) OF RECORD:  
OWNER ADDRESS:

TELEPHONE NO:

TYPE OF BUSINESS:

USE GROUP:

INSPECTION FEE:	3-Family No Fee	4-Family \$81.00	5-Family \$83.00
	6-Family \$85.00	7-Family \$87.00	8-Family \$89.00

### RETURN BY

Please complete and return this application, along with a check made payable to the **Town of Monson** for the amount of the inspection fee listed above. Send it to the **Building Department Town of Monson, 110 Main Street, Monson, MA 01057**. We will contact you to arrange a time to inspect your property. If this information is not correct, or if you no longer own this property, please note any changes at the bottom or on the back of this form and return it to the building department. Feel free to contact us if you have any questions. We can be reached at (413) 267-4111. Thank you.

Applicant name: \_\_\_\_\_

Applicant Title: \_\_\_\_\_

Telephone: \_\_\_\_\_

Preferred inspection time/date: \_\_\_\_\_

Comments:


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### Basic Periodic Inspection Checklist

#### Structural Items

- ☐ All structural and associated components (foundation, roof, walls, support members, stairs, sidewalks, etc.) are maintained in a safe and sound condition.
- ☐ Buildings are maintained in compliance with the Massachusetts Board of Fire Prevention Regulations and the Massachusetts State Building Code.
- ☐ Required occupancy separations are provided and maintained. Examples are dwelling unit/corridor, unit/unit, commercial/commercial or residential/commercial separations.
- ☐ Guardrails and handrails are maintained in safe and sound condition. Handrail required for stairs with three or more risers or as required by the Massachusetts State Building Code. Guardrail required for walkway areas with adjacent drop off exceeding 30".

#### Maintenance Items

- ☐ All doors and hardware are maintained in good and functional condition.
- ☐ All windows and hardware are maintained in a good and functional condition and meet natural light and ventilation requirements.
- ☐ All interior walls, ceilings, floors and other interior public and service areas are maintained in a safe and sanitary condition.
- ☐ Chimneys and flue piping are properly installed and maintained.

#### Egress

- ☐ Every means of egress maintained in good condition and free of obstruction.
- ☐ Required escape/rescue openings are provided and maintained.
- ☐ Required exit signs provided and maintained in good condition.
- ☐ Required emergency egress lighting provided and maintained in good condition.
- ☐ Required "fire doors" maintained self-closing and self-latching.
- ☐ Fire escapes are safe and maintained in good condition.
- ☐ Required Accessible parking spaces and Accessible routes are clear and maintained in good condition.

#### Mechanical/Plumbing/Electrical

- ☐ No electrical hazards from overloading, poor condition, inadequate insulation, improper fusing.
- ☐ Fixtures and equipment are maintained as manufactured. No unapproved extension cords, multi-plugs, or adapters.
- ☐ Plumbing system fixtures, supply piping and drainage piping are installed and maintained in good and sanitary condition.
- ☐ Gas piping and appliances are properly installed and safely maintained.
- ☐ Heating and cooling equipment is properly installed and safely maintained.
- ☐ Mechanical rooms and electrical service rooms maintained free of excess combustible storage. Three feet clearance maintained in front of electrical panels and disconnects.
- ☐ Public Toilets are maintained in accordance with Architectural Access Board regulations.

#### Fire Safety

- ☐ All fire extinguishing devices and all early warning fire protection systems are properly installed and maintained in good working condition.
- ☐ Smoke alarms are installed as per manufacturer's instructions and as required by Codes in common areas, on each floor level within dwelling units, and all bedrooms and hallways leading to bedrooms.
- ☐ Fully charged, currently inspected 2A-10BC (minimum size) fire extinguishers mounted in accessible locations, as required by the building and fire codes.
- ☐ Required annual FIRE ALARM TEST AND MAINTENANCE form must be submitted to Fire Department for review.
- ☐ Annual automatic sprinkler test and maintenance form must be submitted to Fire Department for review if building is so equipped.